

APPENDIXES

A MENU PLANNER
FOR HEALTHY SCHOOL MEALS

Appendixes



APPENDIXES

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Appendixes

APPENDIX 1:

Major Features of Food-Based Menu Planning: Comparing Traditional and Enhanced

TRADITIONAL

ENHANCED

1. Nutrition Goals

Menus must meet nutrition goals when averaged over a school week and analyzed by the state agency during a state nutrition review.

Same as Traditional

2. Nutrient Standards and Age/Grade Groups

- **For school-age students (K-12)**

LUNCH:

There are two established age/grade groups: Grades K-3 and Grades 4-12. There is also an optional recommended age/grade group: Grades 7-12.

BREAKFAST:

There is one established age/grade group: Grades K-12.

- **For pre-school children**

LUNCH AND BREAKFAST:

There are two pre-school age groups: Ages 1-2 years and Ages 3-4 years.

- **For school-age students (K-12)**

LUNCH:

There are two established age/grade groups: Grades K-6 and Grades 7-12. There is also an optional recommended age/grade group: Grades K-3.

BREAKFAST:

There is one established age/grade group: Grades K-12. There is also an optional recommended age/grade group: Grades 7-12.

- **For pre-school children**

LUNCH AND BREAKFAST:

There are two pre-school age groups: Ages 1-2 years and Ages 3-4 years.

TRADITIONAL

ENHANCED

3. Criteria for a Reimbursable Meal

Provides the required food components and food items in the correct serving sizes to meet the appropriate *Traditional* meal pattern.

- Four food components for lunch.
- Five food items for lunch.
- Three or four food components for breakfast.
- Four food items for breakfast.

Provides the required food components and food items in the correct serving sizes to meet the appropriate *Enhanced* meal pattern.

- Four food components for lunch.
- Five food items for lunch.
- Three or four food components for breakfast.
- Four food items for breakfast.

4. Meal Structure for Lunch

The following are minimum requirements for school-age students by age/grade group for each of the four components: Meat/Meat Alternate; Grains/Breads; Vegetables/Fruits; and Milk.

• **Meat/Meat Alternate:**

Grades K-3: 1-1/2 oz.

Grades 4-12: 2 oz.

Optional (recommended)
Grades 7-12: 3 oz.

• **Meat/Meat Alternate:**

Grades K-6: 2 oz.

Grades 7-12: 2 oz.

Optional (recommended)
Grades K-3: 1-1/2 oz.

• **Grains/Breads:**

Grades K-3: 8 serv. per week;
minimum 1 serv. per day

Grades 4-12: 8 serv. per week;
minimum 1 serv. per day

Optional (recommended)
Grades 7-12: 10 serv. per week;
minimum 1 serv. per day

• **Grains/Breads:**

Grades K-6: 12 serv. per week;
minimum 1 serv. per day

Grades 7-12: 15 serv. per week;
minimum 1 serv. per day

Optional (recommended)
Grades K-3: 10 serv. per week;
minimum 1 serv. per day

TRADITIONAL

ENHANCED

4. Meal Structure for Lunch (*continued*)

- **Vegetables/Fruits:**

At least two different fruits and/or vegetables must be offered.

Grades K-3: 1/2 cup per day
Grades 4-12: 3/4 cup per day

Optional (recommended)
Grades 7-12: 3/4 cup per day

- **Vegetables/Fruits:**

At least two different fruits and/or vegetables must be offered.

Grades K-6: 3/4 cup per day plus additional 1/2 cup per week

Grades 7-12: 1 cup per day

Optional (recommended)
Grades K-3: 3/4 cup per day

- **Milk:**

For all age/grade groups:
8 ounces fluid milk
as a beverage

- **Milk:**

For all age/grade groups:
8 ounces fluid milk
as a beverage

5. Meal Structure for Breakfast

The following are minimum requirements for school-age students by age/grade group for each of the three or four components: Meat/Meat Alternate and/or Grains/Breads; Juice/Fruit/Vegetable; and Milk.

- **Meat/Meat Alternate and/or Grains/Breads:**

Grades K-12: Two servings of Meat/Meat Alternate (1 ounce per serving) or two servings of Grains/Breads or one of each

- **Meat/Meat Alternate and/or Grains/Breads:**

Grades K-12: Two servings of Meat/Meat Alternate (1 ounce per serving) or two servings of Grains/Breads or one of each

Optional (recommended)
Grades 7-12: Same as Grades K-12 plus one additional serving of Grains/Breads.

TRADITIONAL

ENHANCED

5. Meal Structure for Breakfast (continued)

- **Juice/Fruit/Vegetable:**

Grades K-12: 1/2 cup

- **Juice/Fruit/Vegetable:**

Grades K-12: 1/2 cup

(Same for Grades 7-12, Optional)

- **Milk:**

Grades K-12: 8 oz. fluid milk
as a beverage or on cereal
or both

- **Milk:**

Grades K-12: 8 oz. fluid milk
as a beverage or on cereal
or both

(Same for Grades 7-12, Optional)

6. Offer versus Serve for Lunch

Required for senior high
schools.

Same as Traditional

High school students must
take no fewer than three of
the required five food items.
They get to choose which
item(s) to decline.

Optional for lower grades.
(School food authorities
decide whether to have OVS.)

7. Offer versus Serve for Breakfast

Optional for senior high
schools.

Same as Traditional

Optional for lower grades.

Students may decline one
food item from any food
component.

TRADITIONAL

ENHANCED

8. Standardized Recipes

A record and copy of recipes used must be available during state nutrition review and analysis.

Same as Traditional

9. Processed Foods

A record of products used must be on file.

Same as Traditional

Child Nutrition label or other documentation will assist in determining food credit of food components and serving sizes.

Nutrition facts labels and/or manufacturer's nutrient data sheets will be needed during state nutrition review.

10. Production Records

Program regulations require schools to keep food production and menu records.

Same as Traditional

11. Child Nutrition Labeling

Child Nutrition (CN) labels on products show the product's contribution toward meal pattern requirements.

Same as Traditional



APPENDIX 2:

Major Features of Nutrient-Based Menu Planning: Nutrient Standard Menu Planning (NSMP) and Assisted NSMP

NSMP and Assisted NSMP use computerized nutrient analysis to plan menus. When averaged over a school week, this menu analysis must meet the nutrient standards for specific age/grade groups.

NSMP and Assisted NSMP are basically the same. With Assisted NSMP, however, an outside consultant or other agency (such as the state agency or another school district) does the menu planning and nutrient analysis based on local preferences.

1. Nutrition Goals

Menus must meet nutrition goals when averaged over a school week.

Requires computerized nutrient analysis of planned menus for: RDA (Recommended Dietary Allowances) for key nutrients; calories; and Dietary Guidelines measures. USDA-approved software must be used for the computerized nutrient analysis.

2. Nutrient Standards and Age/Grade Groups

Minimum of two established age/grade groups: Grades K-6 and Grades 7-12 (plus optional third group for Grades K-3). There are different nutrient standards for each of these three groups.

Optional *established age groups* and nutrient standards.

Optional *customized age groups* and nutrient standards.

3. Criteria for a Reimbursable Meal

Contains at least three menu items.

Meets the nutrient standards for the appropriate grade or age groups when averaged over 1 school week's menu.



4. Meal Structure for Lunch

A minimum of three menu items must be offered: an entree, milk, and at least one side dish.

- Offer an entree: the entree is a single food item or a combination of foods served as the main dish.
- Offer fluid milk as a beverage.
- Offer at least one side dish; may be any food item except a condiment or a food of minimal nutritional value that is not part of a menu item.

5. Meal Structure for Breakfast

A minimum of three menu items must be offered: milk and at least two side dishes.

- Offer fluid milk as a beverage or on cereal or both.
- Offer at least two side dishes; may be any food items except a condiment or a food of minimal nutritional value that is not part of a menu item.

6. Offer versus Serve for Lunch

Required for senior high schools. Optional for lower grades.

- Schools must offer students at least three menu items: an entree, fluid milk, and another menu item.
- Students must select at least two of the three menu items. One of the two menu items selected must be an entree.
- If more than three menu items are offered as a meal unit, students may decline no more than two menu items of the meal unit. (Students can never decline the entree.)

7. Offer versus Serve for Breakfast

Optional for all grade levels.

Students may decline a maximum of one menu item out of the three or more required menu items offered.



8. Standardized Recipes

Required for all menu items that have two or more ingredients or that require any preparation.

9. Processed Foods

Record of products used must be on file.

Nutrient analysis of product must be in the USDA database or entered into the local database.

10. Production Records

Program regulations require schools to keep food production and menu records.

11. Child Nutrition Labeling

CN Labeling does not apply to NSMP and Assisted NSMP because these systems do not use meal patterns. However, schools can serve CN-labeled products in meals planned with NSMP or Assisted NSMP.





APPENDIX 3: Resource Materials

Appendix 3 provides information on a variety of resource materials available from: the U.S. Department of Agriculture's Food and Nutrition Service (FNS); the American School Food Service Association (ASFSa); the National Food Service Management Institute (NFSMI); the Food and Nutrition Information Center (FNIC); and the Healthy School Meals Resource System website on the Internet.

1. USDA Training and Technical Assistance Materials

■ School Lunch Challenge I, II, and III Recipes

Winning low-cost, popular recipes developed by a chef/school food service team in conjunction with a nationwide competition sponsored by the American Culinary Federation. (1996)

Distributed to school districts nationwide, to Team Nutrition (TN) Schools in their TN Resource Kit, and to state agencies. The recipes are available on the Healthy School Meals Resource System website (see page 235 for address).

■ A Tool Kit for Healthy School Meals: Recipes and Training Materials

This kit includes: 53 recipes that meet the Dietary Guidelines for Americans; a promotion guide; and a training manual with instructions on preparing, modifying, and standardizing recipes. Each recipe includes a nutrient analysis. (1995)

Distributed to schools nationwide. Additional copies available for purchase from the National Food Service Management Institute (NFSMI) at 1-800-321-3054.

■ Healthy School Meals Training

A trainer's guide containing approximately 200 pages; also includes 180 slides and reproducible transparencies. Developed to assist state agencies and school districts in implementing the *School Meals Initiative for Healthy Children*. (1995)

Provided to state agencies. Also available on CD-ROM by calling FNS' Nutrition and Technical Services Division at (703) 305-2556.

■ Training Guidelines for Healthy School Meals

A 19-page publication offering recommended topic areas, content, and tools for training school food service personnel at several levels: director, manager, food production staff, and general assistant. (1996)

Available for purchase from NFSMI at 1-800-321-3054.

■ Great Nutrition Adventure Action Packet

Packet includes strategies for working with chefs, as well as recipes, a video, and a resource directory of chefs nationwide who are willing to volunteer time in schools. (1996)

Provided to TN Schools in their Resource Kit. Available upon request from FNS' Child Nutrition Division at (703) 305-2609.

■ Choice Plus: A Reference Guide for Foods and Ingredients

A 202-page guide developed by FNS in cooperation with NFSMI. Complete with sample product descriptions, the guide provides information that can help school districts make informed decisions when purchasing food for school meals. A complementary piece to NFSMI's "First Choice" purchasing manual. (1996)

Distributed to state agencies and one to each school food authority (SFA) nationwide. Additional copies available for purchase from NFSMI at 1-800-321-3054.

■ Serving It Safe: A Manager's Tool Kit


A comprehensive 239-page food service safety and sanitation training package. Kit contains a teacher's manual, teaching aids, poster, case studies, and group activities. Also includes an interactive training CD-ROM and disks. (1996)

One kit distributed to each school food authority (SFA) nationwide. Available for purchase from NFSMI at 1-800-321-3054.

■ Serving It Safe Poster

Colorful poster from "Serving It Safe: A Manager's Tool Kit." (1996)

Available to state agencies and school districts. Limit one poster per school. Fax order to the National Technical Information Service (NTIS) at (703) 605-6852.



■ USDA Assisted NuMenus: A Resource Guide for School Food Service Professionals

This publication was developed to help schools use Assisted Nutrient Standard Menu Planning (Assisted NSMP), which was briefly called Assisted NuMenus.

It contains two 5-week lunch cycle menus (Grades K-6 and Grades 7-12) as well as one 1-week breakfast cycle menu. It also includes standardized recipes, generic food product descriptions, food preparation methods, and nutrient analysis. (1996)

Initially made available directly to state agencies. Future availability to state agencies and school districts with a limit of one per school, while supplies last. Fax order to the National Technical Information Service at (703) 605-6852. Additional copies available for purchase from NFSMI at 1-800-321-3054.

■ Nutrient Analysis Protocols for the School Nutrition Program

A how-to manual on conducting a nutrient analysis. Prepared for training state nutrition reviewers. Copies are available upon request from FNS' Nutrition and Technical Services Division at (703) 305-2556.

■ Culinary Training Videos

"Cooking a World of New Tastes" is a set of four training videos on healthy food production for school food service personnel. Videos and accompanying guide feature USDA recipes and explore new approaches to the production of healthy foods with an emphasis on developing culinary skills. (1998)

One kit will be distributed to each school food authority nationwide fall 1998.

■ Food Buying Guide for Child Nutrition Programs

Projected date available: Spring 1999. This revision of the 1984 edition will include research on new foods not found in the present guide, along with reviews of foods already listed. It will be distributed to all school food authorities and schools.

2. American School Food Service Association (ASFSA) Materials

American School Food Service Association
1600 Duke Street, 7th Floor
Alexandria, VA 22314-3436
(703) 739-3900 and 1-800-877-8822 (ASFSA's Emporium)
Fax: (703) 739-3915

■ **Keys to Excellence: Standards of Practice for Nutrition Integrity**

Assists schools in achieving nutrition integrity goals at the administrative, management, and operational levels. This tool, through its standards of quality, provides a framework for continuous program review, evaluation, and improvement. (1995)

■ **Trimming the Fat**

This step-by-step guide for modifying school menus is designed to provide both information and practice in cycle menu planning and fat modification. In addition, it helps with preparing a public relations plan to promote quality school meals. Available from ASFSA and also through local dairy councils. (1996)

■ **Meeting the Challenge**

Step-by-step approach to analyzing a child nutrition operation to determine potential resources of revenue and to critically evaluate the financial benefits of operational change. Available from ASFSA and also through local dairy councils. (1995)

3. National Food Service Management Institute (NFSMI) Materials

National Food Service Management Institute
University Avenue/Old Taylor Building, PO Drawer 188
University, MS 38677
Phone: (601) 232-7658 or (800) 321-3054
Fax: (601) 232-5615 or (800) 321-3061

■ **Healthy Cuisine for Kids Training**

For all levels of school food service personnel, this NFSMI workshop provides a hands-on training program focusing on food preparation. Workshop goal is to help program administrators improve the nutritional quality and acceptability of school meals. Lessons focus on four key areas: nutrition, basic skills and culinary techniques, flavorful foods, and food presentation.

Includes trainer's notebook (350 pages), participant's manual and recipe books (50 pages each), and video tapes used as reference and teaching tools for training managers and food service assistants. (1995)

For information on the workshop, the purchase of the manual (Publication ET11-95) or the video tapes, call NFSMI. (NAL call number Kit 272 & 194).

■ **Champion of Change: Child Nutrition Personnel**

Video and training material designed to assist personnel in planning for and adapting to change created by internal or external entities. Presents an overview of changes in child nutrition — past, present, and future. Discusses the necessity of change while demonstrating techniques for implementation. 60 minutes. Satellite Series. (1995)

■ **Creating Healthy Menus for the Mainline, Part I**

These video and training materials present ideas for planning and creating healthy, cost-effective, appealing menus that support the Dietary Guidelines for Americans. 60 minutes. (1994)

■ **Creating Healthy Menus for the Mainline, Part II**

These video and training materials demonstrate the use of standardized recipes, production scheduling, and production techniques to effectively implement healthy menus. 60 minutes. (1995)

■ **Culinary Techniques for Healthy School Meals**

A 13-hour training program designed to be presented by the school nutrition manager to food service assistants. Focus is on principles of food preparation, development of new culinary skills, and implementation of the Dietary Guidelines for Americans. Kit includes seven workbooks, seven videos, a coach's workbook, and training certificates. (1996)

■ **Dietary Guidelines: In Your Hands**

This video offers pointers on menu planning to implement the Dietary Guidelines for Americans, including how to modify school menus. From NFSMI's series "Managing Child Nutrition Programs to Teach Healthy Food Practices." 59 minutes. (1992)

■ **Enhancing Productivity in School Food Service, Part I and Part II**

Presents eight principles for improving productivity (work simplification) and a five-step problem-solving process for increasing efficiency and program effectiveness. Part I presents two of the eight principles; Part II presents the remaining six. Each video is 60 minutes. (1996)

■ First Choice

A 200-page purchasing systems reference manual for school food service. Explores technical expertise of business partners and purchasing specialists; also examines innovative purchasing systems and use of market research. (1995)

■ Get Ready, Get Set, Go for Quality Food Service

Breakfast Lunch Training (BLT) module contains manual and videotape designed for school food service managers to use in employee training. Module defines Value Added Productivity and describes the process to achieve it; also covers preparing items using a batch process. Ready-to-use food production and product comparison forms are included. (1994)

■ Go for the Gold with Customer Service

Lessons stress the importance of meeting customer needs and having quality food, attractive serving lines, and caring and compassionate employees. Includes instructor's handbook and 16-minute video. (1994)

■ Healthy Cooking for Kids

Part of Breakfast Lunch Training (BLT), "Healthy Cooking for Kids" contains a manual and video designed to introduce new techniques and refine traditional methods. It is aimed at helping schools create healthier, great tasting meals that meet the goals of the *School Meals Initiative for Healthy Children*. (1995)

■ On the Road to Professional Food Preparation

This video includes lessons on weights and measures; portion control; and interpreting and adjusting recipes. Part of BLT series. 20 minutes. (1993)

■ Participation: The Key to Healthy Food Practices

This video provides a customer-centered team approach to participation; identifies factors that influence participation; and highlights the best participation practices across the country. From NFSMI's series, "Managing Child Nutrition Programs to Teach Healthy Food Practices." 58 minutes. (1994)

■ Preparation and the Dietary Guidelines

This video focuses on how to prepare attractive and acceptable meals. It discusses preparation factors such as standardized recipes, weights and measures, and appropriate equipment. From NFSMI's series "Managing Child Nutrition Programs to Teach Healthy Food Practices." 59 minutes (1993)

■ Promoting Healthy Food Practices

This video provides practical guidance for marketing and promoting healthy food practices. It features many examples of program promotions from around the country. From NFSMI's series "Managing Child Nutrition Programs to Teach Healthy Food Practices." 60 minutes. (1993)

4. Food and Nutrition Information Center (FNIC)

A variety of resource materials are available from FNIC. To inquire, call or write FNIC at the following address:

Food and Nutrition Information Center
National Agricultural Library, Room 304
10301 Baltimore Boulevard
Beltsville, MD 20705-2351
Phone: (301) 504-5719
Fax: (301) 504-6409
web site: <http://www.nal.usda.gov/fnic>
e-mail: fnic@nalusda.gov

5. Healthy School Meals Resource System

An Internet site offering online access to many resources. A discussion group called "MealTalk" enables participants to ask questions or share information. The web address is: <http://schoolmeals.nal.usda.gov:8001>





APPENDIX 4:

Grains/Breads Instruction

Appendix 4 includes the wording of the revised Grains/Breads Instruction issued by the U.S. Department of Agriculture's Food and Nutrition Service (FNS) on January 8, 1997. (FCS Instruction Number 783-1, REV.2, 1-8-97)

FCS Instruction Number 783-1 REV.2 1-8-97
U.S. Department of Agriculture
3101 Park Center Drive
Alexandria, VA 22302-1500

ACTION BY: Regional Directors
 Nutrition and Technical Services
 Special Nutrition Programs

SOURCE CITATION: Sections 210.10, 210.10a, 220.8, 220.8a, 225.16, and 226.20

The Grains/Breads Requirement for the Food-Based Menu Planning Alternatives in the Child Nutrition Programs

The food-based menu planning alternatives in the Child Nutrition Programs (i.e., the National School Lunch Program (NSLP), the School Breakfast Program (SBP), the Child and Adult Care Food Program (CACFP), and the Summer Food Service Program (SFSP) contain a requirement that all meals offered include grains/breads or bread/bread alternate food item(s), hereafter termed "grains/breads." Program regulations set forth the minimum quantities of grains/breads required for breakfasts, lunches, suppers and supplements (snacks) to be reimbursable. This Instruction sets forth the criteria to be used to determine acceptable grains/breads, the criteria to be used to determine equivalent minimum serving sizes, and examples of foods that qualify as grains/breads for meals served under the food-based menu planning alternatives in all Child Nutrition Programs.

I CRITERIA FOR DETERMINING ACCEPTABLE GRAINS/BREADS UNDER THE FOOD-BASED MENU PLANNING ALTERNATIVES

The following criteria are to be used as a basis for crediting items to meet the grains/breads requirement under the food-based menu planning alternatives:

A All grains/breads items must be enriched or whole-grain, made from enriched or whole-grain meal or flour, or if it is a cereal, the product must be whole-grain, enriched or fortified. Bran and germ are credited the same as enriched or whole-grain meal or flour.

B The label must indicate that the product is enriched or whole-grain; made from enriched or whole-grain meal or flour as well as bran and/or germ; or fortified. If it is enriched, the item must meet the Food and Drug Administration's Standards of Identify (21 CFR Section 136, 137, 139) for enriched bread, macaroni and noodle products, rice, or cornmeal.

C The item must be provided in quantities specified in the regulations. One-quarter (1/4) of a serving is the smallest amount allowable to be credited toward the minimum quantities of grains/breads specified in program regulations.

II CRITERIA FOR DETERMINING EQUIVALENT MINIMUM SERVING SIZES

Exhibit A, attached, contains the equivalent minimum serving sizes for a wide variety of purchased food items.

In lieu of using the minimum serving sizes listed in Exhibit A, the contribution of a grains/breads in a recipe may be calculated to determine the number of grains/breads servings the recipe provides. The crediting of a food item as a grains/breads serving is determined by the total amount of enriched or whole-grain meal and/or flour in the recipe divided by the number of servings the recipe yields. Bran and germ are calculated in the same manner as enriched or whole-grain meal and flour.

For the types of food items listed in Groups A-G of Exhibit A to count as one full serving, an item must contain no less than 14.75 grams (0.52 ounces) of enriched or whole-grain meal and/or flour. For the types of food items listed in Groups H and I of Exhibit A to count as one full serving, the weights and volumes listed therein must be used.

III FOODS THAT QUALIFY AS GRAINS/BREADS

Foods that qualify as grains/breads for the Child Nutrition Programs are foods that are enriched or whole-grain or made from enriched or whole-grain meal or flour. Bran and germ are credited the same as enriched or whole-grain meal or flour. Such foods include, but are not limited to:

A ***Breads*** that are enriched or whole-grain.

B ***Biscuits, bagels, rolls, tortillas, muffins, or crackers*** made with enriched or whole-grain meal or flour.

C ***Cereal grains (cooked) such as rice, bulgur, oatmeal, corn grits, wheat or couscous*** that are enriched or whole-grain.

D ***Ready-to-eat breakfast cereals*** that are enriched, whole-grain, or fortified.

E ***Cereals or bread products that are used as an ingredient in another menu item such as crispy rice treats, oatmeal cookies or breading on fish or poultry*** when they are enriched, whole-grain, or fortified.



F ***Macaroni or noodle products (cooked)*** made with enriched or whole-grain flour. Program regulations for the NSLP and the SFSP allow enriched macaroni products that have been fortified with protein to be counted to meet either a grains/breads or meat/meat alternate requirement but not as both in the same meal.

G ***Sweet foods such as toaster pastries, coffee cake, doughnuts, sweet rolls, cookies, cakes, or formulated grain-fruit products (authorized under Appendix A of 7 CFR part 220)*** when made with enriched or whole-grain meal or flour and served, as permitted under Exhibit A. When sweet foods are permitted, no more than one grains/breads serving per day may be a dessert and sweet snack foods should not be served as part of a snack more than twice a week.

H ***Pie crust*** when made with enriched or whole-grain meal or flour and served, as permitted under Exhibit A.

I ***Non-sweet snack products such as hard pretzels, hard breadsticks, and chips*** made from enriched or whole-grain meal or flour.

RONALD J. VOGEL
Acting Deputy Administrator
for Special Nutrition Programs

Attachment



FCS INSTRUCTION 783-1
REV. 2
EXHIBIT A

**GRAINS/BREADS FOR THE FOOD-BASED MENU PLANNING ALTERNATIVES
IN THE CHILD NUTRITION PROGRAMS¹**

GROUP A	MINIMUM SERVING SIZE FOR GROUP A
<ul style="list-style-type: none"> • Bread type coating • Bread sticks (hard) • Chow mein noodles • Crackers (saltines and snack crackers) • Croutons • Pretzels (hard) • Stuffing (dry) <p>Note: Weights apply to bread in stuffing.</p>	<p>1 serving = 20 gm or 0.7 oz 3/4 serving = 15 gm or 0.5 oz 1/2 serving = 10 gm or 0.4 oz 1/4 serving = 5 gm or 0.2 oz</p>
GROUP B	MINIMUM SERVING SIZE FOR GROUP B
<ul style="list-style-type: none"> • Bagels • Batter type coating • Biscuits • Breads (white, wheat, whole wheat, French, Italian) • Buns (hamburger and hotdog) • Crackers (graham crackers - all shapes, animal crackers) • Egg roll skins • English muffins • Pita bread (white, wheat, whole wheat) • Pizza crust • Pretzels (soft) • Rolls (white, wheat, whole wheat, potato) • Tortillas (wheat or corn) • Tortilla chips (wheat or corn) • Taco shells 	<p>1 serving = 25 gm or 0.9 oz 3/4 serving = 19 gm or 0.7 oz 1/2 serving = 13 gm or 0.5 oz 1/4 serving = 6 gm or 0.2 oz</p>



GROUP C	MINIMUM SERVING SIZE FOR GROUP C
<ul style="list-style-type: none"> • Cookies² (plain) • Cornbread • Corn muffins • Croissants • Pancakes • Pie crust (dessert pies², fruit turnovers³, and meat/meat alternate pies) • Waffles 	1 serving = 31 gm or 1.1 oz 3/4 serving = 23 gm or 0.8 oz 1/2 serving = 16 gm or 0.6 oz 1/4 serving = 8 gm or 0.3 oz
GROUP D	MINIMUM SERVING SIZE FOR GROUP D
<ul style="list-style-type: none"> • Doughnuts³ (cake and yeast raised, unfrosted) • Granola bars³ (plain) • Muffins (all, except corn) • Sweet roll³ (unfrosted) • Toaster pastry³ (unfrosted) 	1 serving = 50 gm or 1.8 oz 3/4 serving = 38 gm or 1.3 oz 1/2 serving = 25 gm or 0.9 oz 1/4 serving = 13 gm or 0.5 oz
GROUP E	MINIMUM SERVING SIZE FOR GROUP E
<ul style="list-style-type: none"> • Cookies² (with nuts, raisins, chocolate pieces and or/fruit purees) • Doughnuts³ (cake and yeast raised, frosted or glazed) • French toast • Grain fruit bars³ • Granola bars³ (with nuts, raisins, chocolate pieces and or/fruit) • Sweet rolls³ (frosted) • Toaster pastry³ (frosted) 	1 serving = 63 gm or 2.2 oz 3/4 serving = 47 gm or 1.7 oz 1/2 serving = 31 gm or 1.1 oz 1/4 serving = 16 gm or 0.6 oz

¹. Some of the following foods, or their accompaniments may contain more sugar, salt, and/or fat than others. This should be a consideration when deciding how often to serve them.

². Allowed only for desserts under the enhanced food-based menu planning alternative specified in section 210.10 and supplements (snacks) served under the NSLP, SFSP, and CACFP.

³. Allowed for desserts under the enhanced food-based menu planning alternative specified in section 210.10 and supplements (snacks) served under the NSLP, SFSP, and CACFP, and for breakfasts served under the SBP, SFSP and CACFP.

⁴. Refer to program regulations for the appropriate serving size for supplements served to children aged 1 through 5 in the NSLP; breakfasts served under the SBP; and meals served to children ages 1 through 5 and adult participants in the CACFP. Breakfast cereals are traditionally served as a breakfast menu item but may be served in meals other than breakfast.



GROUP F	MINIMUM SERVING SIZE FOR GROUP F
<ul style="list-style-type: none"> • Cake² (plain, unfrosted) • Coffee cake³ 	1 serving = 75 gm or 2.7 oz 3/4 serving = 56 gm or 2 oz 1/2 serving = 38 gm or 1.3 oz 1/4 serving = 19 gm or 0.7 oz
GROUP G	MINIMUM SERVING SIZE FOR GROUP G
<ul style="list-style-type: none"> • Brownies² (plain) • Cake² (all varieties, frosted) 	1 serving = 115 gm or 4 oz 3/4 serving = 86 gm or 3 oz 1/2 serving = 58 gm or 2 oz 1/4 serving = 29 gm or 1 oz
GROUP H	MINIMUM SERVING SIZE FOR GROUP H
<ul style="list-style-type: none"> • Barley • Breakfast cereals (cooked)⁴ • Bulgur or cracked wheat • Macaroni (all shapes) • Noodles (all varieties) • Pasta (all shapes) • Ravioli (noodle only) • Rice (enriched white or brown) 	1 serving = 1/2 cup cooked (or 25 gm dry)
GROUP I	MINIMUM SERVING SIZE FOR GROUP I
<ul style="list-style-type: none"> • Ready-to-eat breakfast cereal (cold dry)⁴ 	1 serving = 3/4 cup or 1 oz whichever is less

¹. Some of the following foods, or their accompaniments may contain more sugar, salt, and/or fat than others. This should be a consideration when deciding how often to serve them.

². Allowed only for desserts under the enhanced food-based menu planning alternative specified in section 210.10 and supplements (snacks) served under the NSLP, SFSP, and CACFP.

³. Allowed for desserts under the enhanced food-based menu planning alternative specified in section 210.10 and supplements (snacks) served under the NSLP, SFSP, and CACFP, and for breakfasts served under the SBP, SFSP and CACFP.

⁴. Refer to program regulations for the appropriate serving size for supplements served to children aged 1 through 5 in the NSLP; breakfasts served under the SBP; and meals served to children ages 1 through 5 and adult participants in the CACFP. Breakfast cereals are traditionally served as a breakfast menu item but may be served in meals other than breakfast.

APPENDIX 5:

Questions and Answers on Offer versus Serve (OVS)

1. OVS and Food-Based Menu Planning: Traditional and Enhanced

Q. What is the difference between ‘choices’ and ‘food items’?

- A.** While multiple choices may be offered for various food items, the number of choices does not affect the number of food items that the menu planner establishes for any given meal as comprising a reimbursable lunch or breakfast.

The menu planner may offer several choices *within* a food item. For example, the menu planner offers students choices of milk — nonfat, lowfat, and whole — within the food item milk. Here, one food item is offered — milk — but the student has three choices.

Q. What is the minimum number of food items students must select in order for a school lunch to be considered reimbursable?

- A.** Senior high school students must choose at least three of the five required food items offered.

If the School Food Authority (SFA) decides to implement Offer versus Serve (OVS) in schools below the senior high school level, students must choose at least three (or four, depending on local policy) of the five required food items offered.

In non-OVS schools or grade levels, students must select all five food items in order for meal pattern requirements to be met.

Q. What is the minimum number of food items students must select in order for a school breakfast to be reimbursable?

- A.** If the SFA implements OVS, students must choose at least three of the four food items offered. In non-OVS schools or grade levels, all four food items must be taken in order for meal pattern requirements to be met.

Q. May the state agency mandate or prohibit OVS?

- A.** No. The National School Lunch Program (NSLP) requires OVS at the senior high school level for the lunch program. However, in the NSLP below senior high school level and in the School Breakfast Program (SBP) regardless of level, the authority to implement OVS is delegated *solely* to the SFA under the National School Lunch Act and the Child Nutrition Act.



Q. At levels below senior high school, may SFA's decide to implement OVS in some schools within their jurisdiction and not in others? How about in some grades and not in others? How about on some days and not others?

A. Yes. However, the SFA should consider the practicality of such decisions.

Q. Must a school with a preplate food delivery system implement OVS?

A. No. The Congressional intent is to allow students to refuse food items they do not intend to consume, thereby reducing food waste and food costs resulting from the wasted food. Generally, a preplate delivery system does not allow students the option of declining or taking a smaller portion of any one or two of the required food items.

To require schools with a preplate delivery system to convert to a system that packages food items separately just for the purpose of implementing OVS would be unreasonable and would defeat the objective to reduce costs.

Q. Is there a minimum amount of a serving that can qualify as a Grains/Breads component under OVS?

A. One-fourth of a serving is the minimum amount that may be credited toward the full Grains/Breads component. The school, however, still must offer the student at a minimum a full serving daily in order to meet the overall Grains/Breads requirement.

Q. How will students know which menu items and/or foods they must take to have a reimbursable meal?

A. Schools which elect to continue using the Traditional meal pattern will not need to change the ways they have taught children about reimbursable meals in the past. Schools deciding to use the Enhanced Food-Based system will experience little, if any, change apart from minor modifications to encourage consumption of additional Vegetables/Fruits and Grains/Breads items.

Q. Which of the following are correct statements about the OVS requirement with Enhanced Food-Based Menu Planning?

The OVS requirement with Enhanced Food-Based Menu Planning:

- (a) Is an effort to reduce food waste and food cost in the cafeteria.
- (b) Has not changed from the Traditional meal pattern.
- (c) Must be implemented in senior high schools.
- (d) Allows schools to offer a smaller portion if the full portion is declined.
- (e) All of the above are correct statements.

A. Each of these statements accurately describes the OVS requirement with the Enhanced system. Therefore, the answer is: "(e) All of the above."



Q. Which of the following are correct statements about OVS requirements for a senior high school lunch using Enhanced Food-Based Menu Planning?

- (a) The senior high school must offer all five required food items.
- (b) Students can decline up to two of the required food items.
- (c) The entree must be taken.
- (d) There are no changes from the Traditional pattern.
- (e) Statements (a), (b), and (d) are correct.

A. The answer is: “(e) Statements (a), (b), and (d) are correct.” Statement (c) is *incorrect*.

2. OVS and Nutrient-Based Menu Planning: Nutrient Standard Menu Planning (NSMP) and Assisted NSMP

Q. What is the difference between ‘choices’ and ‘menu items’?

A. The menu planner may offer several choices *within* a menu item. On a particular day, for example, he or she may offer students several choices of entrees — hamburger with bun, pizza, chef salad. Here, one menu item is offered — entree — but the student has three choices.

Q. How does the unit-price requirement mesh with OVS under NSMP and Assisted NSMP?

A. The requirement to price the reimbursable meal as a unit does not differ substantially from one menu planning option to another.

Under the Food-Based alternatives, the menu planner must satisfy specific component/quantity requirements. In contrast, menu planners using NSMP and Assisted NSMP determine for themselves what constitutes the meal, as long as an entree, milk, and at least one other menu item are offered at a minimum. *Under all systems, the student must be offered a complete meal and must take the minimum number of items.*

In the event that multiple choices of some menu items are available — for example, if there is more than one entree or if several types of vegetables/fruits are offered when only two are planned as part of the meal — the menu planner must convey to the student and the cashiers what needs to be taken for a complete reimbursable meal.



- Q. Under NSMP and Assisted NSMP, is it acceptable for a student to take the entree and one other item if the planned meal includes the entree, milk, and three additional menu items?**
- A.** No. In this example, the menu planner has determined that the reimbursable meal includes three menu items in addition to milk and an entree. Therefore, the student may not decline more than *two items*. The student must take the entree and at least two other menu items.
- Q. How will students know which menu items and/or foods they have to take in order to have a reimbursable meal?**
- A.** Schools which depart from the strict component/quantity requirements of the past by using NSMP and Assisted NSMP may need to alter their methods somewhat, especially if they offer extensive choices. Even in these instances, however, students will learn quickly that they must take an entree, and information about other menu items can be conveyed visually through the use of menu boards and placards.



Q. Which of these lunch meals would NOT be considered a reimbursable meal under OVS in NSMP and Assisted NSMP?*

** NOTE: Whether or not the 1/3 RDA criteria is being met is irrelevant for this exercise.*

LUNCH A:

The school offers:

Steak Sandwich
Celery Sticks
French Fries
Milk

The student chooses:

Steak Sandwich
Milk

Reimbursable under OVS? ☐ Yes ☐ No

LUNCH B:

The school offers:

Pizza
Fresh Peach
Milk

The student chooses:

Fresh Peach
Milk

Reimbursable under OVS? ☐ Yes ☐ No

LUNCH C:

The school offers:

Tacos with Lettuce
and Tomato
Fruit Cocktail
Potato Rounds
Milk

The student chooses:

Tacos with Lettuce
and Tomato

Reimbursable under OVS? ☐ Yes ☐ No

LUNCH D:

The school offers:

Chicken Nuggets
Tossed Salad
Dinner Roll
Milk

The student chooses:

Dinner Roll
Tossed Salad

Reimbursable under OVS? ☐ Yes ☐ No

LUNCH E:

The school offers:

Cheddar Cheese Nachos
Chicken Enchilada
Milk

The student chooses:

Cheddar Cheese Nachos
Chicken Enchilada

Reimbursable under OVS? ☐ Yes ☐ No

- A. The answer is: Lunches B, C, and D are NOT reimbursable under OVS with NSMP and Assisted NSMP. In B and D, the student did not choose the entree; in C the student chose only one menu item.

The following two questions are about special circumstances with NSMP and Assisted NSMP:

- Q. The cashier charges Sue Jones only \$1.25 for her grilled cheese sandwich and apple because she did not take the milk and pasta salad that were also offered for the full meal price of \$1.75. Is this correct? Why?**
- A. No. A lunch or breakfast must be priced as a unit. OVS must not affect the price.
- Q. Tim Brown is not feeling well and selects two milks for lunch at Fair Oaks Elementary School, which offers OVS. Does this meal meet the criteria for a reimbursable meal? Why?**
- A. No. An entree must be selected in addition to another item. Only one of the selected milks can contribute toward the reimbursable meal.

Here is some background information on counting menu items under OVS with NSMP and Assisted NSMP. A question and answer follow.

Students may be offered a variety of choices for each menu item at each meal. The menu planner establishes what constitutes a reimbursable meal from among the various menu items that are offered. Here is an example:

■ *A senior high school is offering the following at lunch:*

Three Entrees:

- Lasagna
- Macaroni and Cheese
- Chicken Nuggets

Four Vegetable/Fruit Side Dishes:

- Green Beans
- Oven Baked Fries
- Corn
- Fresh Apple

Three Varieties of Milk:

- Chocolate (1/2%)
- 2%
- Nonfat (skim)

Three Choices of Bread:

- Rolls
- Garlic Bread
- Bread Sticks

Three Choices of Desserts:

- Rice Pudding
- Fruit Cup
- Oatmeal Cookies

■ *The menu planner determines that one entree, one serving of milk, one serving of a vegetable/fruit side dish, a bread, and a dessert constitute a reimbursable meal (five menu items).*

Q. Using this example, what is the MINIMUM the student must take under OVS at this high school? What are some possible reimbursable meals?

A. The minimum the student must take is an entree and two other menu items. There are many possible reimbursable meals, such as the following:

- Lasagna, Milk, and Green Beans
- Chicken Nuggets, Corn, and Oatmeal Cookies
- Macaroni and Cheese, Rolls, and Milk

Try to create other reimbursable meals under OVS with NSMP and Assisted NSMP.





APPENDIX 6:

The USDA Child Nutrition Labeling Program

What is the Child Nutrition Labeling Program?

The Child Nutrition (CN) Labeling Program is a voluntary Federal labeling program for the Child Nutrition Programs.

Who runs the program?

The CN Labeling Program is run by the Food and Nutrition Service (FNS) of the U.S. Department of Agriculture (USDA) in cooperation with the following agencies:

- Food Safety and Inspection Service
- Agricultural Marketing Service
- National Marine Fisheries Service

The program is operated by FNS directly with commercial food processing firms.

How does the program work?

The program requires an evaluation of a product's formulation by FNS to determine its contribution toward meal pattern requirements. It allows manufacturers to state this contribution on their labels. The program provides a warranty against audit claims for purchasers of CN-labeled products.

What products are eligible for CN labels?

- Main dish products which contribute to the Meat/Meat Alternate component of the meal pattern requirements. Examples of these products include beef patties, cheese or meat pizzas, meat or cheese and bean burritos, egg rolls, and breaded fish portions.
- Juice and juice drink products which contain at least 50 percent full-strength juice by volume. This includes such products as grape drink, fruit punch, and juice drink bars.

To carry CN labels, eligible products must:

- Be produced under *Federal Inspection by USDA or USDC*.
- Have the contribution of Meat/Meat Alternate products determined using yields in the *USDA Food Buying Guide*.



Are manufacturers required to CN label products?

There is no Federal requirement that anyone make or purchase CN-labeled products. Purchasing decisions are left to the local level. If a CN-labeled product is desired, this must be clearly stated in purchasing specifications.

What are the advantages of using CN labels?

- A CN label statement clearly identifies the contribution of a product toward the meal pattern requirements. It protects you from exaggerated claims about a product.
- A CN label provides a warranty against audit claims, if used according to the manufacturer's directions.

Do CN-labeled products cost more?

They should not. Cost comparison between two meat products should be based on the cost per ounce or pound that *contributes* to the meal pattern requirements, not on the *product* cost per ounce or pound.

How do I identify a CN label?

A CN label will always contain the following:

- The CN logo, which is a distinct border.
- The meal pattern contribution statement.
- A 6-digit product identification number.
- USDA/FNS authorization.
- The month and year of approval.

For more information:

For additional information about the CN Labeling Program, contact:

U.S. Department of Agriculture
Nutrition and Technical Services Division
Food and Nutrition Service
3101 Park Center Drive - Room 607
Alexandria, VA 22302
Telephone: (703) 305-2556



APPENDIX 7:

Foods of Minimal Nutritional Value

The following are excerpts from Federal program regulations. The regulations are published in the *Code of Federal Regulations (CFR)*. Section 210.11 refers to school lunch; Section 220.12 refers to school breakfast. An Appendix B follows each.

7 CFR Sec. 210.11 Competitive food services

(a) Definitions. For the purpose of this section:

(1) Competitive foods means any foods sold in competition with the Program to children in food service areas during the lunch periods.

(2) Food of minimal nutritional value means: (i) In the case of artificially sweetened foods, a food which provides less than five percent of the Reference Daily Intakes (RDI) for each of eight specified nutrients per serving; and (ii) in the case of all other foods, a food which provides less than five percent of the RDI for each of eight specified nutrients per 100 calories and less than five percent of the RDI for each of eight specified nutrients per serving. The eight nutrients to be assessed for this purpose are — protein, vitamin A, vitamin C, niacin, riboflavin, thiamine, calcium, and iron. All categories of food of minimal nutritional value and petitioning requirements for changing the categories are listed in appendix B of this part.

(b) General. State agencies and school authorities shall establish such rules or regulations as are necessary to control the sale of foods in competition with lunches served under the Program. Such rules or regulations shall prohibit the sale of foods of minimal nutritional value, as listed in appendix B of this part, in the food service areas during the lunch periods. The sale of other competitive foods may, at the discretion of the State agency and school food authority, be allowed in the food service area during the lunch period only if all income from the sale of such foods accrues to the benefit of the nonprofit school food service or the school or student organizations approved by the school. State agencies and school food authorities may impose additional restrictions on the sale of and income from all foods sold at any time throughout schools participating in the Program.

APPENDIX B TO PART 210—CATEGORIES OF FOODS OF MINIMAL NUTRITIONAL VALUE

(a) *Foods of minimal nutritional value* - Foods of minimal nutritional value are:

(1) *Soda Water* — A class of beverages made by absorbing carbon dioxide in potable water. The amount of carbon dioxide used is not less than that which will be absorbed by the beverage at a pressure of one atmosphere and at a temperature of 60 degrees F. It either contains no alcohol or only such alcohol, not in excess of 0.5 percent by weight of the

finished beverage, as is contributed by the flavoring ingredient used. No product shall be excluded from this definition because it contains artificial sweeteners or discrete nutrients added to the food such as vitamins, minerals and protein.

(2) *Water Ices* — As defined by 21 CFR 135.160 Food and Drug Administration Regulations except that water ices which contain fruit or fruit juices are not included in this definition.

(3) *Chewing Gum* — Flavored products from natural or synthetic gums and other ingredients which form an insoluble mass for chewing.

(4) *Certain Candies* — Processed foods made predominantly from sweeteners or artificial sweeteners with a variety of minor ingredients which characterize the following types:

(i) *Hard Candy* — A product made predominantly from sugar (sucrose) and corn syrup which may be flavored and colored, is characterized by a hard, brittle texture, and includes such items as sour balls, fruit balls, candy sticks, lollipops, starlight mints, after dinner mints, sugar wafers, rock candy, cinnamon candies, breath mints, jaw breakers and cough drops.

(ii) *Jellies and Gums* — A mixture of carbohydrates which are combined to form a stable gelatinous system of jelly-like character, and are generally flavored and colored, and include gum drops, jelly beans, jellied and fruit-flavored slices.

(iii) *Marshmallow Candies* — An aerated confection composed as sugar, corn syrup, invert sugar, 20 percent water and gelatin or egg white to which flavors and colors may be added.

(iv) *Fondant* — A product consisting of microscopic-sized sugar crystals which are separated by thin film of sugar and/or invert sugar in solution such as candy corn, soft mints.

(v) *Licorice* — A product made predominantly from sugar and corn syrup which is flavored with an extract made from the licorice root.

(vi) *Spun Candy* — A product that is made from sugar that has been boiled at high temperature and spun at a high speed in a special machine.

(vii) *Candy Coated Popcorn* — Popcorn which is coated with a mixture made predominantly from sugar and corn syrup.

(b) *Petitioning Procedures* — Reconsideration of the list of foods of minimal nutritional value identified in paragraph (a) of this section may be pursued as follows:

(1) Any person may submit a petition to FCS requesting that an individual food be exempted from a category of foods of minimal nutritional value listed in paragraph (a). In the case of artificially sweetened foods, the petition must include a statement of the percent of Reference Daily Intake (RDI) for the eight nutrients listed in sec. 210.11(a)(2) "Foods of minimal nutritional value," that the food provides per serving and the petitioner's source of this information. In the case of all other foods, the petition must include a statement of the



percent of RDI for the eight nutrients listed in sec. 210.11(a)(2) “Foods of minimal nutritional value,” that the food provides per serving and per 100 calories and the petitioner’s source of this information. The Department will determine whether or not the individual food is a food of minimal nutritional value as defined in sec. 210.11(a)(2) and will inform the petitioner in writing of such determination, and the public by notice in the *FEDERAL REGISTER* as indicated below under paragraph (b)(3) of this section. In determining whether an individual food is a food of minimal nutritional value, discrete nutrients added to the food will not be taken into account.

(2) Any person may submit a petition to FCS requesting that foods in a particular category of foods be classified as foods of minimal nutritional value as defined in sec. 210.11(a)(2). The petition must identify and define the food category in easily understood language, list examples of the food contained in the category and include a list of ingredients which the foods in that category usually contain. If, upon review of the petition, the Department determines that there is a substantial likelihood that the foods in that category should be classified as foods of minimal nutritional value as defined in sec. 210.11(a)(2), the Department shall at that time inform the petitioner. In addition, the Department shall publish a proposed rule restricting the sale of foods in that category, setting forth the reasons for this action, and soliciting public comments. On the basis of comments received within 60 days of publication of the proposed rule and other available information, the Department will determine whether the nutrient composition of the foods indicates that the category should be classified as a category of foods of minimal nutritional value. The petitioner shall be notified in writing and the public shall be notified of the Department’s final determination upon publication in the *FEDERAL REGISTER* as indicated under paragraph (b)(3) of this section.

(3) By May 1 and November 1 of each year, the Department will amend appendix B to exclude those individual foods identified under paragraph (b)(1) of this section, and to include those categories of foods identified under paragraph (b)(2) of this section, *provided*, that there are necessary changes. The schedule for amending appendix B is as follows:

<i>Actions for publication</i>	<i>Publication</i>	
	<i>May</i>	<i>November</i>
Deadline for receipt of petitions by USDA	Nov. 15	May 15
USDA to notify petitioners of results of Departmental review and publish proposed rule (if applicable)	Feb. 1	Aug. 1
60 Day comment period	Feb. 1 through Apr. 1	Aug. 1 through Oct. 1
Public notice of amendment of Appendix B by.....	May 1	Nov. 1

(4) Written petitions should be sent to the Chief, Technical Assistance Branch, Nutrition and Technical Services Division, FCS, USDA, Alexandria, Virginia 22302, on or before November 15 or May 15 of each year. Petitions must include all information specified in paragraph (b) of this appendix and sec. 220.12(b)(1) or (2) as appropriate.

.....

7 CFR Sec. 220.12 Competitive food services

(a) State agencies and School Food Authorities shall establish such rules or regulations as are necessary to control the sale of foods in competition with breakfasts served under the Program. Such rules or regulations shall prohibit the sale of foods of minimal nutritional value, as listed in appendix B of this part, in the food service areas during the breakfast periods. The sale of other competitive foods may, at the discretion of the State agency and the School Food Authority, be allowed in the food service area during the breakfast period only if all income from the sale of such foods accrues to the benefit of the nonprofit school food service or the school or student organizations approved by the school. State agencies and School Food Authorities may impose additional restrictions on the sale of and income from all foods sold at any time throughout schools participating in the School Breakfast Program.

(b)(1) Any person may submit a petition to FCS requesting that an individual food be exempted from a category of foods of minimal nutritional value listed in appendix B. In the case of artificially sweetened foods, the petition must include a statement of the percent of RDI for the eight nutrients listed in sec. 220.2(i-1) that the food provides per serving and the petitioner's source of this information. In the case of all other foods, the petition must include a statement of the percent of RDI for the eight nutrients listed in sec. 220.2(i-1) that the food provides per serving and per 100 calories and the petitioner's source of this information. The Department will determine whether or not the individual food is a food of minimal nutritional value as defined in sec. 220.2(i-1), and will inform the petitioner in writing of such determination, and the public by notice in the *FEDERAL REGISTER* as indicated under paragraph (b)(3) of this section. In determining whether an individual food is a food of minimal nutritional value, discrete nutrients added to the food will not be taken into account.

(2) Any person may submit a petition to FCS requesting that foods in a particular category of foods be classified as foods of minimal nutritional value as defined in sec. 220.2(i-1). The petition must identify and define the food category in easily understood language, list examples of the foods contained in the category and include a list which the foods in that category usually contain. If, upon review of the petition, the Department determines that the foods in that category should not be classified as foods of minimal nutritional value, the petitioner will be so notified in writing. If upon review of the petition, the Department determines that there is a substantial likelihood that the foods in that category should be classified as foods of minimal nutritional value as defined in sec. 220.2(i-1), the Department shall at that time inform the petitioner. In addition, the Department shall publish a proposed rule restricting the sale of the foods in that category, setting forth the reasons for this section, and soliciting public comments. On the basis of comments received within 60 days of publication of the proposed rule and other available information, the Department will determine whether the nutrient composition of the foods indicates that the category should be classified as a category of foods of minimal nutritional value. The petitioner shall be

notified in writing and the public shall be notified of the Department's final determination upon publication in the *FEDERAL REGISTER* as indicated under section (b)(3) of this section.

(3) By May 1 and November 1 of each year, the Department shall amend appendix B to exclude those individual foods identified under paragraph (b)(1) of this section, and to include those categories of foods identified under paragraph (b)(2) of this section, provided that there are necessary changes.

.....
APPENDIX B TO PART 220 — CATEGORIES OF FOODS OF MINIMAL NUTRITIONAL VALUE

(1) *Soda Water* — A class of beverages made by absorbing carbon dioxide in potable water. The amount of carbon dioxide used is not less than that which will be absorbed by the beverage at a pressure of one atmosphere and at a temperature of 60 degrees F. It either contains no alcohol or only such alcohol, not in excess of 0.5 percent by weight of the finished beverage, as is contributed by the flavoring ingredient used. No product shall be excluded from this definition because it contains artificial sweeteners or discrete nutrients added to the food such as vitamins, minerals and protein.

(2) *Water Ices* — As defined by 21 CFR 135.160 Food and Drug Administration Regulations except that water ices which contain fruit or fruit juices are not included in this definition.

(3) *Chewing Gum* — Flavored products from natural or synthetic gums and other ingredients which form an insoluble mass for chewing.

(4) *Certain Candies* — Processed foods made predominantly from sweeteners or artificial sweeteners with a variety of minor ingredients which characterize the following types:

(a) *Hard Candy* — A product made predominantly from sugar (sucrose) and corn syrup which may be flavored and colored, is characterized by a hard, brittle texture, and includes such items as sour balls, fruit balls, candy sticks, lollipops, starlight mints, after dinner mints, sugar wafers, rock candy, cinnamon candies, breath mints, jaw breakers and cough drops.

(b) *Jellies and Gums* — A mixture of carbohydrates which are combined to form a stable gelatinous system of jelly-like character, and are generally flavored and colored, and include gum drops, jelly beans, jellied and fruit-flavored slices.

(c) *Marshmallow Candies* — An aerated confection composed as sugar, corn syrup, invert sugar, 20 percent water and gelatin or egg white to which flavors and colors may be added.

(d) *Fondant* — A product consisting of microscopic-sized sugar crystals which are separated by thin film of sugar and/or invert sugar in solution such as candy corn, soft mints.



(e) *Licorice* — A product made predominantly from sugar and corn syrup which is flavored with an extract made from the licorice root.

(f) *Spun Candy* — A product that is made from sugar that has been boiled at high temperature and spun at a high speed in a special machine.

(g) *Candy Coated Popcorn* — Popcorn which is coated with a mixture made predominantly from sugar and corn syrup.

Schedule for Amending Appendix B

<i>Actions for publication</i>	<i>Publication</i>	
	May	November
Deadline for receipt of petitions by USDA	Nov. 15	May 15
USDA to notify petitioners of results of Departmental review and publish proposed rule (if applicable)	Feb. 1	Aug. 1
60 Day comment period	Feb. 1 through Apr. 1	Aug. 1 through Oct. 1
Public notice of amendment of Appendix B by.....	May 1	Nov. 1

(4) Written petitions should be sent to the Chief, Technical Assistance Branch, Nutrition and Technical Services Division, FCS, USDA, Alexandria, Virginia 22302, on or before November 15 or May 15 of each year. [Petitions must include all information specified in sec. 210(B)(b)(1) or (2) and sec. 220.12(b) (1) or (2) as appropriate.]

APPENDIX 8:

Milk Requirement for School Lunch

The following is a copy of a memorandum distributed by USDA's Food and Nutrition Service (FNS) on February 9, 1998. The memo explains changes in the Food and Drug Administration's labeling requirements for "low-fat" and "reduced-fat" milk (effective January 1, 1998).

As the memo states, this change in labeling requirements does not require schools to change their current milk selections. However, it does provide schools with the opportunity to offer children low-fat milk with lower fat content than in the past.

.....
SUBJECT: Milk Requirement under the National School
Lunch Program (SP98-2)

TO: Regional Directors
Special Nutrition Programs
All Regions

Section 9(a)(2)(B) of the National School Lunch Act requires schools to offer, as part of a reimbursable lunch, "...a variety of fluid milk consistent with prior year preferences unless the prior year preference for any such variety of fluid milk is less than 1 percent of the total milk consumed at the school." Under this provision, which was enacted in 1994, schools must offer whole milk and low-fat milk, previously stipulated in the law, as well as other types of fluid milk, such as flavored milk or skim milk, that have proven popular with children. This statutory mandate was incorporated into the National School Lunch Program regulations in 1995.

When Congress enacted this provision, the term "low-fat" applied to milk with a designated fat content of between .5 percent and 2 percent. Beginning on January 1, 1998, the Food and Drug Administration (FDA) revised its labeling requirements to be in line with the general requirements of the Nutrition Labeling and Education Act. Under these new requirements, the term "low-fat" applies only to milk with a designated fat content of about 1 percent or less. For milk with a designated fat content of about 2 percent, the new term "reduced fat" is now applied. Consequently, there has been some question about what effect this change in labeling terminology may have on schools' milk purchasing practices.

The FDA's revision of milk labeling requirements does not require schools to change their current milk selections. However, it does provide schools with the opportunity to offer children low-fat milk with lower fat content than in the past. Schools may, therefore, offer children milk meeting the new definition of low-fat in place of milk meeting the prior definition. This means that schools may offer milk with a designated fat content of about 1 percent or less and meet the low-fat milk requirement. This complies with the intent of the



statutory provision, which is to provide schools with flexibility in menu planning while encouraging milk consumption by ensuring that children continue to be able to choose from a variety of milk types and allowing schools to discontinue unpopular types of milk.

STANLEY C. GARNETT
Director
Child Nutrition Division



APPENDIX 9: A Look at Major Nutrients

Here are some facts about major nutrients, including what they contribute to good health and in what foods they are found. The nutrients are organized in seven groups:

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|------------------|------------------|
| 1. Carbohydrates | 5. Macrominerals |
| 2. Proteins | 6. Microminerals |
| 3. Fats | 7. Water |
| 4. Vitamins | |

While you are not required to use this information to plan healthy school meals, it may be useful as a resource to share with teachers. Similarly, although some of the food sources listed may be less suitable for school meals than others, they might be appropriate for nutrition education activities.

1. Carbohydrates


- Supply energy (4 calories per gram).
- Spare proteins to be used for growth and maintenance of body tissues rather than energy.
- Provide fiber.

Food sources include:

Complex carbohydrate foods include breads, cereals, pasta, rice, and starchy vegetables such as potatoes, corn, and lima beans.

Simple carbohydrate foods include sugar, honey, syrup, candy, soft drinks, icings, and fruit.

2. Proteins

- Build and repair body tissues.
 - Help antibodies fight infection.
 - Supply energy (4 calories per gram) if more is consumed than needed to build and repair body tissues.
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Food sources include:

Meat, poultry, and fish
Eggs
Milk, yogurt, and cheese
Dried beans and peas
Nuts and nut butters

3. Fats

- Supply the most concentrated source of energy (9 calories per gram).
- Carry fat-soluble vitamins A, D, E, and K.
- Provide feeling of fullness and satisfaction since fats take longer to digest.

Food sources include:

Oils and shortening
Butter and margarine
Mayonnaise and salad dressings
Table cream and sour cream
Lard

4. Vitamins

Vitamin C (Ascorbic Acid)

- Helps form cementing substances such as collagen that hold body cells together, thus strengthening blood vessels and hastening healing of wounds and bones.
- Increases resistance to infections.
- Helps body absorb iron in the diet.

Food sources include:

Cantaloupe, grapefruit, grapefruit juice, honeydew melon, kiwi fruit, mandarin orange sections, mango, orange juice, papaya, strawberries, tangerines, asparagus, broccoli, brussels sprouts, cabbage, cauliflower, kale, sweet green and red peppers, sweet potatoes

Thiamin (B1)

- Helps body cells obtain energy from food.
- Helps keep nerves healthy.
- Promotes good appetite and digestion.

Food sources include:

Meat, poultry, and fish
Dried beans and peas
Nuts
Enriched and whole-grain breads and cereals



Riboflavin (B2)

- Helps cells use oxygen to release energy from food.
- Helps keep eyes healthy and vision clear.
- Helps keep skin around mouth and nose healthy.

Food sources include:

Milk
Liver
Meat, poultry, and fish
Eggs
Green leafy vegetables

Niacin (B3)

- Helps cells use oxygen to release energy from food.
- Maintains health of skin, tongue, digestive tract, and nervous system.

Food sources include:

Liver, meat, poultry, and fish
Peanuts and peanut butter
Dried beans and dried peas
Enriched and whole-grain breads and cereals

Vitamin A

- Helps keep eyes healthy and able to adjust to dim light.
- Helps keep skin healthy.
- Helps keep lining of mouth, nose, throat and digestive tract healthy and resistant to infection.
- Promotes growth.

Food sources include:

Liver
Dark green and deep yellow vegetables
(such as broccoli, collards and other green leafy vegetables, carrots, pumpkin,
sweet potatoes, winter squash)
Butter and fortified margarine
Whole milk, vitamin A-fortified nonfat milk, vitamin A-fortified lowfat milk

Vitamin D

- Helps body absorb calcium.
- Helps body build strong bones and teeth.

Food sources include:

Vitamin-D fortified milk

In addition:

Exposure to sunlight is another source of Vitamin D.
(Vitamin D is produced in the skin with stimulus of sun.)



Folate (Folic Acid or Folacin)

- Helps body produce normal red blood cells.
- Helps in the biochemical reactions of cells in the production of energy.

Food sources include:

Wheat germ, wheat bran
Leafy green vegetables
Liver
Legumes

Biotin

- Essential in the breakdown of carbohydrates, lipids, and proteins in the body.

Food sources include:

Liver, kidneys
Egg yolk
Vegetables and fruits (especially bananas, grapefruits, watermelon, and strawberries)

Pantothenic Acid

- Aids in the metabolism of fat.
- Aids in the formation of cholesterol and hormones.

Food sources include:

Liverwurst, meats, poultry, egg yolk
Wheat germ and rice germ
Tomato paste
Sweet potatoes
Oatmeal
Milk

Pyridoxine (B6)

- Needed to help nervous tissues function normally.
- Helps to maintain the health of the skin and red blood cells.
- Assists in the metabolism of proteins, carbohydrates, and fats.

Food sources include:

Liver, lean meats
Cereals
Vegetables
Milk

Cyanocobalamin (B12)

- Necessary in the development of normal growth.
- Helps in the metabolism of folate.
- Helps protect against pernicious anemia.
(Pernicious anemia primarily results from the body's inability to absorb vitamin B12. However, it can result from a deficiency of vitamin B12 in the diet.)



Food sources include:

Liver
Clams, oysters
Meats, eggs, chicken
Milk

5. Macrominerals

Calcium

- Needed for bone rigidity.
- Helps in blood clotting.
- Aids in muscle contraction, normal nerve functions.

Food sources include:

Milk — nonfat, lowfat, and whole
Yogurt
Cheese
Green leafy vegetables such as kale, collards, mustard greens, and turnip greens

Phosphorous

- Helps build strong bones and teeth.
- Aids in all phases of calcium metabolism.

Food sources include:

Meat, poultry, liver, fish
Eggs, milk and other dairy products
Raw oranges, cherries, peaches
Rice, potatoes
Wheat flour

Magnesium

- Helps regulate body temperature, muscle contractions, and the nervous system.
- Helps cells utilize carbohydrates, fats, and proteins.

Food sources include:

Green leafy vegetables
Nuts — including brazil nuts, almonds, and cashews
Meats, beef liver
Salmon
Cheddar cheese, milk, eggs
Dry beans and peas



Sodium, Chloride, Potassium

These three work together to:

- Regulate the flow of fluids in the body.
- Help regulate the nervous system.
- Help regulate the muscle functions, including heart.
- Help regulate nutrient absorption in the cells.

Food sources include:

Sodium and chloride are found in table salt.

Potassium is found in meats, milk, bananas, leafy green vegetables, and citrus fruits.

6. Microminerals

Iron

- Combines with protein in the blood to form hemoglobin.

Food sources include:

Liver and other organ meats, egg yolks

Dried legumes, leafy green vegetables

Shellfish

Enriched breads

Zinc

- Helps lungs release oxygen.

Food sources include:

Oysters

Herring

Egg yolks

Organ meats

Copper

- Necessary in the formation of hemoglobin.

Food sources include:

Liver

Bran flakes

Cocoa powder

Manganese

- Necessary for normal development of bones and connective tissues.

Food sources include:

Nuts

Rice, whole grains

Beans

Leafy green vegetables



Selenium

- Works in conjunction with vitamin E to protect cells from destruction.

Food sources include:

Fish, organ meats, shellfish

Eggs

Grains and plants grown in selenium-rich soil

Chromium

- Maintains normal glucose uptake into cells.
- Helps insulin bind to cells.

Food sources include:

Vegetable oils

Egg yolks

Whole grains

Meats

Iodine

- Needed by thyroid gland to produce thyroxine, which is essential for the oxidation rates of cells.

Food sources include:

Iodized salt

Ocean fish

Seaweed

Milk

Fluoride

- Helps prevent tooth decay.

Sources include:

Fluoridated drinking water

Seafood

Tea

Fruits and vegetables grown in areas where natural fluoride level in the water is high

Fluoridated toothpaste

7. Water

- Is essential for life.
- Represents two-thirds of our body weight.
- Is part of every living cell.
- Is the medium for all metabolic changes (digestion, absorption, and excretion).
- Transports nutrients and all body substances.
- Helps maintain body temperature.
- Acts as a lubricant.



Sources include:

Drinking water

Liquid foods

Water in foods

Water released when carbohydrates, protein, and fats are metabolized in the body



APPENDIX 10:

How to Evaluate a Supplier of Value-Added Produce

Value-added (fresh cut) produce is a ready-to-use fruit or vegetable. Using value-added produce can save you time and make it easier to serve fresh fruits and vegetables. Like many other foods, however, pre-cut produce can be a vehicle for food-borne illness if improperly stored or handled. To help you evaluate a supplier of pre-cut produce, here are some tips on sanitation, temperature, and dating:

■ **Sanitation:** Pre-cut produce can become contaminated in a variety of ways, including from soil, dirty water, or contaminated processing equipment.

The supplier's ability to keep the processing facility and food handling equipment clean and sanitized is critical in preparing safe, fresh-cut produce. The supplier should have an ongoing food safety and sanitation inspection program.

■ **Temperature Control:** For safety and quality, produce must be stored at certain temperatures. It must be kept as cold as possible (without freezing) from farm to refrigerated case. If produce is contaminated with food-borne pathogens, proper temperature control will slow their growth.

Also, fresh-cut produce that has been exposed to temperatures of 40° F or above for short periods of time will spoil more quickly. Spoiled produce should always be removed to prevent the spread of the spoilage.

■ **Dating:** The supplier should have a good dating code system in place. A product can be labeled by one of two date code systems: one will show a "packed on" date, the other a "use by" date. For food safety reasons, always discard or reject fresh-cut product if the product is outdated.

Speedy distribution is vital. Check to see how long the produce you are purchasing will be in transit. To understand how the transit time affects the shelf life and date code, look at this example: If a product has 14 days of shelf life and 10 days of transit time, the product will be delivered to your school with only 4 days of shelf life.

Be sure to check date codes upon delivery and rotate properly on a "first in, first out" basis.



